

DESCRIPTION OF APPLICATION of Training and Tapes to Broadcast School.

TWO TRAINERS will be available from Monroe Institute.

Prefer continuity of trainers.

ORIENTATION AT DINFOS

(Prefer the separate briefing of instructors and students as follows.

If not financially possible, both briefings would combine with student briefing.)

BRIEFING OF 40-50 INSTRUCTORS:

Trainers arrive:

- 2 weeks before class begins (on Oct. 4), planning to stay for 2 days.
- First morning = protocol formalities.
- PM and following AM (or lunch hour) = two 1-2 period-blocks. Use hemi-sync video-tape (10 mn), give short description of tapes and play sample over speakers. Answer questions. Suggest instructors take opportunity during next two weeks to hear tapes.
- MIAS to establish HOT LINE during X hours, on X days, at X number to answer any faculty questions. (MIAS will log all Hot line calls).
- Six sets of tapes with players to be put in each of six sections in hands of Section Chiefs, and one set with player in learning center for faculty use, to be in place at time of first briefing.
- This briefing to include "Company" and other section heads.
- Briefing to include handouts: Brain Power and Hemi-Sync literature, etc.

Briefing of 24 Students:

- One hour on 1st day of classes. Trainers to be available for one week if possible. Briefing same as for instructors, including: Request for student volunteers for training which will aid students in success with Broadcasting Course. Students will be told they will be using tapes and logging process on a daily basis. The logs are crucial for evaluation of training. Hemi-Sync played on loudspeakers.
- Tapes and players will be distributed as issue. Student will sign Waiver and Volunteer Agreement. Students will keep tapes but not players.
- During week, trainers will be available at lunch hour. Suggest use of John's counselling office for consultations as mutually beneficial.
- MIAS will have Hot line available for students and faculty for ten week course duration. Students may use hot line with instructor permission.

OTHER CONSIDERATIONS:

- Extra tapes (and possibly players) be made available in case machine eats tape, tape is deficient, or broken, etc. Also tapes will be available to be given to visiting firemen.
- Counselors and faculty will be asked to note all significant comments, questions and reactions to tapes for feedback into and improvement of program. Provide log if possible.

- MIAS to have news releases available for in-house DINFOS media such as Journalism students and Harrison Post. Strategy to be developed at DINFOS to NOT interview students directly during course in order to avoid early judgements. Public press to be avoided until end of course, at minimum.
- Recommend DINFOS send TV man and camera to video-tape Bob Monroe on Hemi-Sync during all or part of September session at MIAS. This film to be edited to 10 minute professional Hemi-Sync briefing for use in Orientation of students and faculty, and also to be available to Soldier Support Center, ARI, DINFOS, MIAS, etc. Deadline for completion to be date of faculty briefing.
- Suggestion that if funds are available, trainers return at end of course for assessment.
- Assumption that training and tapes will apply beyond Broadcasting School and to specific areas at a later date.
- Specific requirements for tape usage, and logging of each tape session by student, to be designated by "application of tapes" group.
- Natural breaks for evaluation occur immediately following the common subjects portion of the course, the radio skill area, and the TV training, which concludes the course.